

**Report Outline and Reviewer Assignments**  
**For the**  
**Director's CD-3b Review of SLI-UUP**  
**June 1-2, 2015**

Executive Summary	<u>Chair: Dean Hoffer</u>
<u>1.0 Introduction</u>	
2.0 Management  Cost & Schedule	<u>Jason Budd</u> Dean Hoffer <u>Jeff Reiser</u> Mike Gardner
3.0 Technical	<u>Jerry Leibfritz</u> Jeff Sims John Reid
3.1 Industrial Cooling Water 3.2 High Voltage	
4.0 ES&H	John Benkert
5.0 Charge Questions	
<b>TECHNICAL</b>	
1. Are final designs for all scope, including Phase-B, and the respective design review reports complete? Similarly, is the CD-3B scope towards achieving the Key Performance Parameters (KPPs) sufficiently defined and documented?	<u>Jeff Sims</u> Jerry Leibfritz John Reid
2. Is the final design sufficiently mature such that the Project can initiate procurements and start construction for Phase B scope? What outstanding design risks remain? For those elements of the design that are not yet finalized, has the Project shown that there are no major risks or issues that impede a clear path to a final design?	<u>Jerry Leibfritz</u> Jeff Sims John Reid
<b>COST/SCHEDULE/FUNDING</b>	
3. Does the resource-loaded schedule include the Project's full scope of work? Is the schedule realistic and achievable?	<u>Jeff Reiser</u> Mike Gardner
4. Are the cost and schedule estimates complete and credible? Do they include adequate scope, cost and schedule contingency? Is CD-4 achievable with the Project's risks and within the DOE approved Total Project Cost?	<u>Jeff Reiser</u> Mike Gardner
5. Are the Phase B contract documents sufficient to support starting Phase B work? Are bids or quotes already in hand? If so, are the base bids or quotes within the cost estimates and consistent with the Project Execution Plan (PEP)?	<u>Mike Gardner</u> Jeff Reiser
6. Is a contingency spend-down plan developed and executable by CD-4? Are the proposed scope enhancements prioritized, within the objective KPPs, and consistent with the approved PEP?	<u>Mike Gardner</u> Jeff Reiser
<b>MANAGEMENT</b>	

7. Has the Project implemented Risk Management by identifying risks, performing a risk assessment (qualitative and quantitative) and developing mitigation plans? Are there any interdependencies with other projects or significant research operations? If so, have they been identified and are there plans in place to mitigate risk for the CD-3B scope? Does the risk register reflect both Phase B scope and the proposed scope enhancements?	<u>Jason Budd</u> Dean Hoffer Mike Gardner
8. Has the Project updated required project management documents per DOE Order 413.3B for CD-3B and per the Fermilab Project Management System? Are the Acquisition Strategy and Acquisition Plan updated and approved?	<u>Jeff Sims</u> Jason Budd Dean Hoffer
9. Are the Project organization and staffing levels adequate to initiate Phase B construction and manage the work to achieve CD-4?	<u>Jason Budd</u> Dean Hoffer
10. Are ESH&Q aspects being properly addressed at this stage? Is the Hazard Analysis Report issued and are the permits in place to allow CD-3B scope to commence?	<u>John Benkert</u>
11. Does the Project's Earned Value Management process for monthly progress reporting satisfy DOE and Laboratory requirements?	<u>Dean Hoffer</u> Mike Gardner Jeff Reiser
12. Has the Project appropriately addressed the recommendations from prior reviews?	<u>Jason Budd</u> All
13. Is the UUP Project ready for a DOE CD-3B review in August?	<u>Dean Hoffer</u> All

Note: \* Indicates Subcommittee Lead and integrator of write-ups  
Underlined names are the primary writer.